

461  
MINUTES OF THE BOARD MEETING  
OF THE LUDLOW HOUSING AUTHORITY  
July 16, 2024 11:00 a.m.  
114 Wilson Street, Ludlow, MA 01056

The meeting was called to order by Chairperson Susan Stanek at 11:00 a.m.

1. Upon roll call those present were as follows:

Present: Susan Stanek Raymond Anderson Kimberly Babin Audrey Polmanteer

Absent: Jon Baldwin Also, present: Robin Carvide

The secretary posted the Notice of Meeting at the Town's Clerk's office 07/10/2024

2. Acceptance of the Minutes of the Meeting:

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to accept the minutes from June 18, 2024, with the following amendment Section 6. Moderation Report Part G. add CFC after CSC. All in favor

3. Payment of the bills: Detailed report

Upon a motion made by Kimberly Babin, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the bills Check # 22766 to Check # 22806 for a balance of \$66,385.13. All in favor

4. Financial Report: Quarter end June 2024 not yet available

5. Modernization Report:

- A. FISH # 161102 Replace Common Area Floors: NSI
- B. FISH # 161127 VCT replacement at turnover State Street: LHA partial
- C. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT
- D. FISH # 161139 ARPA FF: Electric Panel Replacement: State Street: LHA
- E. FISH # 161141 ARPA FF Maintenance Garage repairs Wilson Street: NTP
- F. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: Design
- G. FISH # 161143 Replace crank out windows Chestnut Street: Design

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H. FISH # 161158 State Street Empties for (5) Vacancy Initiative EOHLC

I. FISH # 161159 Unit vacancy turnover Wilson and Chestnut (1) Forced Account

J. FISH #161164 48 Higher Street Renovation Approved Funding \$211,306: Design

6. Reading of the Correspondence:

PHN 2024-09 & PHN 2024-10 were reviewed and acknowledged.

7. Old Business:

A. Grandview Property: Completed

B. 361 West Ave: RFP Complete On market/Central Register starting 07/24/2024

8. New Business:

A. Procurement Policy: reviewed

Upon a motion made by Audrey Polmanteer, which was seconded by Kimberly Babin, it was unanimously voted to accept the Procurement Policy as written. All in Favor

B. Procurement Summary: reviewed

Upon a motion made by Audrey Polmanteer, which was seconded by Kimberly Babin, it was unanimously voted to accept the Procurement Summary as written. All in favor

C. Social Aggression Policy: reviewed

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to accept the Social Aggression Policy as written. All in Favor

9. Adjourn Meeting:

A motion was made by Jon Baldwin, which was seconded by Audrey Polmanteer, to approve to adjourn the meeting at 12.02 pm. All in Favor

Sincerely Submitted:

*Robin Carvide*

Robin Carvide

Next scheduled Board Meeting will be 20, 2024, at 11:00 am